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ADDENDUM

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DEPARTMENT OF SOCIAL AND REHABILITATION SERVICES
REHABILITATIVE SERVICES DIVISION

REHABILITATION FACILITIES PLAN

1973 ADDENDUM

For The Establishment And Improvement Of

WORKSHOPS

MEDICALLY ORIENTED CENTERS

COMMUNITY BASED AUDIOLOGICAL FACILITIES

WORK ACTIVITY CENTERS WORK STUDY PROGRAMS

by

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and

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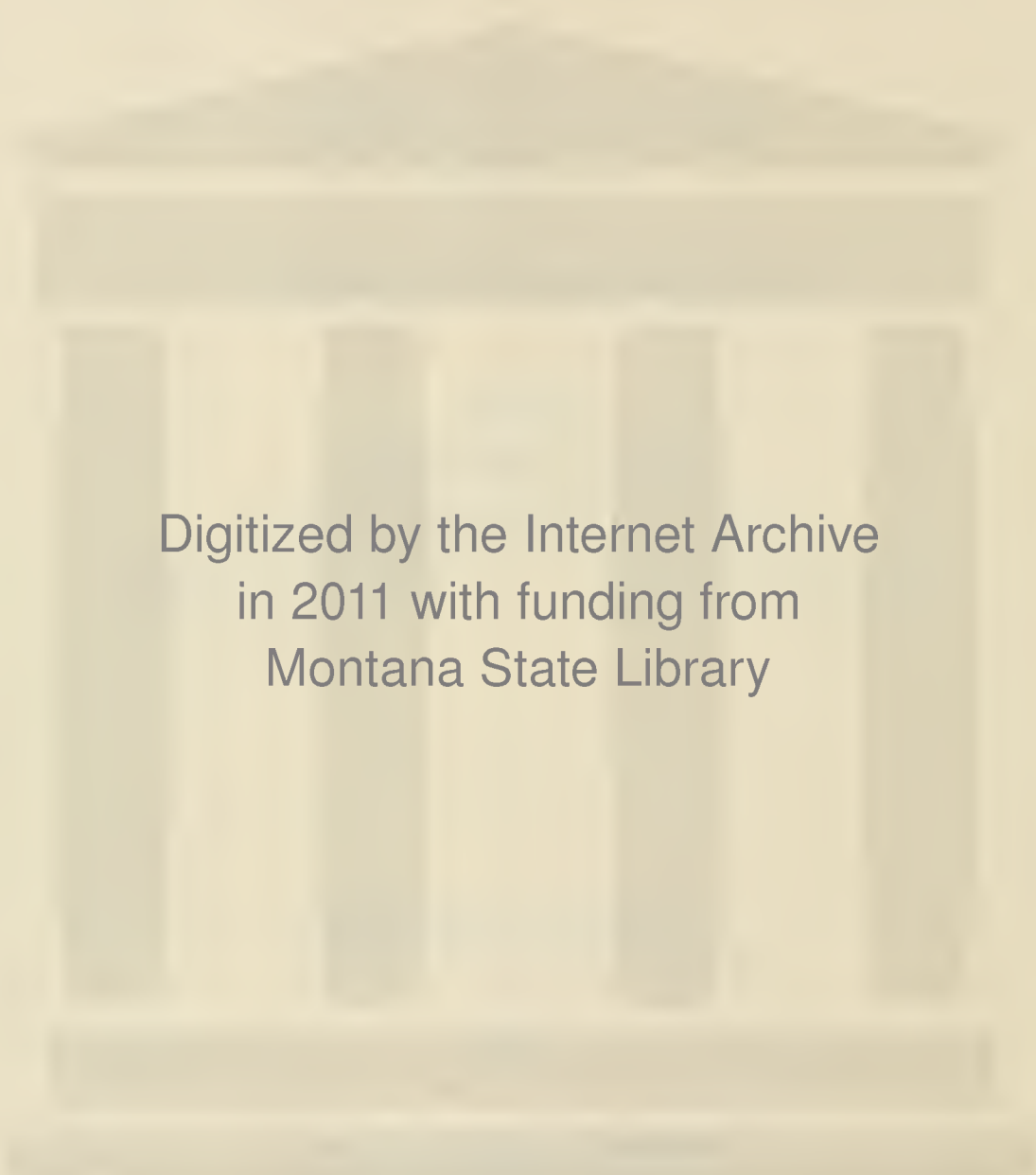
Helena, Montana

May, 1973



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Therefore, all programs and activities receiving financial assistance from the Department of Health, Education, and Welfare must be operated in compliance with this law.

FOREWORD

The 1973 Addendum of the Montana State Plan for Rehabilitation Facilities is a public document intended to be utilized in guiding and influencing the establishment and improvement of rehabilitation facilities within the state. "Rehabilitation Facility" means:

> A facility, operated for the primary purposes of assisting in the rehabilitation of handicapped individuals, (1) which provides one or more of the following types of services: Testing, fitting, or training in the use of prosthetic devices; prevocational or conditioning therapy; physical or occupational therapy; adjustment training; evaluation, treatment, or control of special disabilities; or (2) through which is provided an integrated program of medical, psychological, social and vocational evaluation and services, under competent professional supervision: Provided, That the major portion of such evaluation and services is furnished within the facility, and that all medical and related health services are prescribed by, or are under the formal supervision of, persons licensed to practice medicine or surgery in the state.

In this Addendum attention will be paid to only the following rehabilitation facilities within which Rehabilitative Services Division has a special investment.

This fifth annual Addendum will modify the original Montana State Plan for Rehabilitation Facilities and Workshops published in 1968. In accordance with the guidelines attached to the Commissioner's letter 68-41, dated June 18, 1968, this Addendum is designed to maintain this "State Plan" as a current and effective tool in notifying the population of Montana of the high quality rehabilitation services available to all individuals possessing physical, mental, emotional, and/or such disabilities that are handicapping. It is hoped that this Addendum will fulfill

this purpose and that the handicapped people of Montana will benefit from the much-needed services provided by these rehabilitation facilities, not only via the Rehabilitative Services Division, but under the auspices of other agencies also capable of singular and/or cooperative involvement in the purchase of services necessary for rehabilitation.

J. C. Carver
Administrator
Rehabilitative Services Division

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H I S T O R Y

OF THE

REHABILITATION FACILITIES PROGRAM

A brief overview of the development of the rehabilitation facilities program in Montana will bring the reader into focus with the present situation.

In 1965, in accordance with the 1965 amendments, an administrative staff position was approved for a person designated to do planning, set up standards, and assure effective development and utilization of rehabilitation facilities within the state. In Montana, as in most states, the Rehabilitation Facilities Specialist was appointed to this position for the specific purpose of dealing with problems relating to rehabilitation facilities.

In 1966, an application was submitted to the Department of Health, Education, and Welfare, Vocational Rehabilitation Administration, for a Statewide Planning Grant. A Planning Director was hired, and a final report was submitted in 1968. The original Montana State Plan for Rehabilitation Facilities and Workshops was written as a result of the findings of the Statewide Planning surveys and was also published in 1968. The initial planning process for the State Plan was set up in four phases identified as follows: (1) preparatory activities, (2) inventory and utilization of rehabilitation facilities, (3) determination of needs, and (4) continuing activities. These phases are reflected in the publication of the original Facilities Plan in 1968, and continue to be ongoing as reflected

in the subsequent annual addenda.

1971 marked the beginning of a reorganization of state agencies. Due to such a movement, the Facilities Specialist responsibilities fell within the realm of the newly organized Special Projects Bureau administered by the Chief of Special Projects. Thus, in addition to being accountable for special projects, the Chief of that Bureau is responsible for being attentive to the state's needs in terms of the establishment, utilization, development, and improvement of rehabilitation facilities.

TRENDS AND PLANNING RELATIONSHIPS

As a result of the Executive Reorganization Act of 1971 (Senate Bill 274) consolidation and coordination of agencies, and more importantly, of purpose, have taken place. Reflections of such are the attempts at planning and organization by state agencies for rehabilitation facilities. Because of this agency's inability to date to fill the position of planner-evaluator, this planning responsibility, much less the evaluation responsibility, have been minimally fulfilled with present staff limitations.

In January, 1972, a number of state and other agencies considered to be human resource agencies were invited by the Rehabilitative Services Division to participate in a two and one-half day seminar to discuss methods of financing rehabilitation work facilities in Montana, utilizing cooperation between various state-federal programs and the private sector, as well as purchase-of-service arrangements. Agencies and programs in attendance were the Rehabilitative Services Division, the Social Assistance Field Division, WIN, Social Security, Vocational Education, DDA, Montana ARC, Veterans Administration, Model Cities, Mental Health, Aging Services

Division, Eastern Montana College Rehabilitation Counseling Program, After-care Division, State Department of Public Instruction, Special Education, Governor's Manpower Planning, Medical Services, Regional Office Rehabilitation Services, SRS, Disability Determination Bureau, Crime Control Commission, Facility Directors and Board members from Helena, Billings, Butte, and Eastern Montana. The concepts of block funding and straight allocations to these facilities were considered. An Action Committee was formulated to implement the findings of the seminar.

The rehabilitation work facility directors left the seminar with the charge to market their products to all appropriate agencies in attendance and others. As its participation on the Action Committee, the Rehabilitative Services Division did survey its counselors (purchasers of services) on rehabilitation work facility usage to determine the feasibility of block funding. It was determined to be impractical at that time or for fiscal year 1973.

Since that time, the Department of Public Instruction's Division of Special Education has also initiated a statewide planning effort, not just focused on facilities, but including facilities. The Division of Hospital and Medical Facilities of the Department of Health and Environmental Sciences, with input from other appropriate agencies such as the Rehabilitative Services Division, has initiated a move to license all halfway houses. In addition, the Developmental Disabilities authority of the Department of Institutions as well as the Special Needs authority of the Department of Public Instruction's Vocational Education Section have cooperated with the Rehabilitative Services Division in planning for

future rehabilitation facility and other facility involvement. This type of action has been brought about and will have to continue because of Montana's limited capabilities to support such ventures. The request from groups for lump sum grants to establish rehabilitation work facilities and expand such facilities and others such as halfway houses have been unwieldy as far as Montana's ability to satisfy such funding requests.

Two more rehabilitation work facilities have received U. S. Department of Labor wage and hour certification as Work Activity Centers.

In the summer and autumn of 1972 the Rehabilitative Services Division purchased equipment in a cooperative effort with the Department of Public Instruction, the Community Action Program, the Youth Development Bureau of the Community Services Division (also within SRS), and the Department of Health and Environmental Sciences to initiate audiological facilities as part of the statewide Hearing Conservation Program. These facilities have been serving all age groups.

The 1973 state legislature passed and the Governor signed a bill that accorded the Rehabilitative Services Division the responsibility to devise standards to be applied to all rehabilitation facilities within Montana that are recognized as such by that Division. Efforts in that regard have been initiated.

Also, a House Joint Resolution allowing rehabilitation work facilities a three percent (3%) advantage on contract bids to the state on state business passed this recent legislature.

REHABILITATION FACILITY ADVISORY COUNCIL

Due to the dictates of Executive Reorganization, no Rehabilitation Facility Advisory Council existed during fiscal year 1973, nor will exist until created by the Director of the Social and Rehabilitation Services Department, or the Governor, or officials of an executive department (other than a department head), and in the latter case, only if federal law or regulations require the creation of an advisory council as a condition for the receipt of federal funds.

Should such an advisory council be created, members will be chosen from the five planning regions. The role of the Rehabilitation Facility Advisory Council will be as follows:

I. Purpose

A. Represent public and private interests as they pertain to rehabilitation facility planning.

B. Serve in an advisory capacity to the rehabilitation facility planning staff.

C. Advise and assist in the development of a continuing State Plan for Rehabilitation Facilities within Montana.

II. Function

A. The focus of council concern will be the present and future rehabilitation facility needs of the disabled people in Montana.

B. The Council will advise the planning staff on:

1. Current status of rehabilitation facilities in Montana.

2. Immediate and long-range needs of Montana rehabilitation facilities.

3. Requirements and standards for a continuing program to evaluate such needs and assess the effectiveness of programs developed to meet these needs.

C. The Advisory Council, in addition, will be concerned with the following:

1. Serve as a source of information to the planning staff as to problem areas or areas of rehabilitation service deficiency.

2. Advise on methods of maintaining quality service and effective utilization of centers.

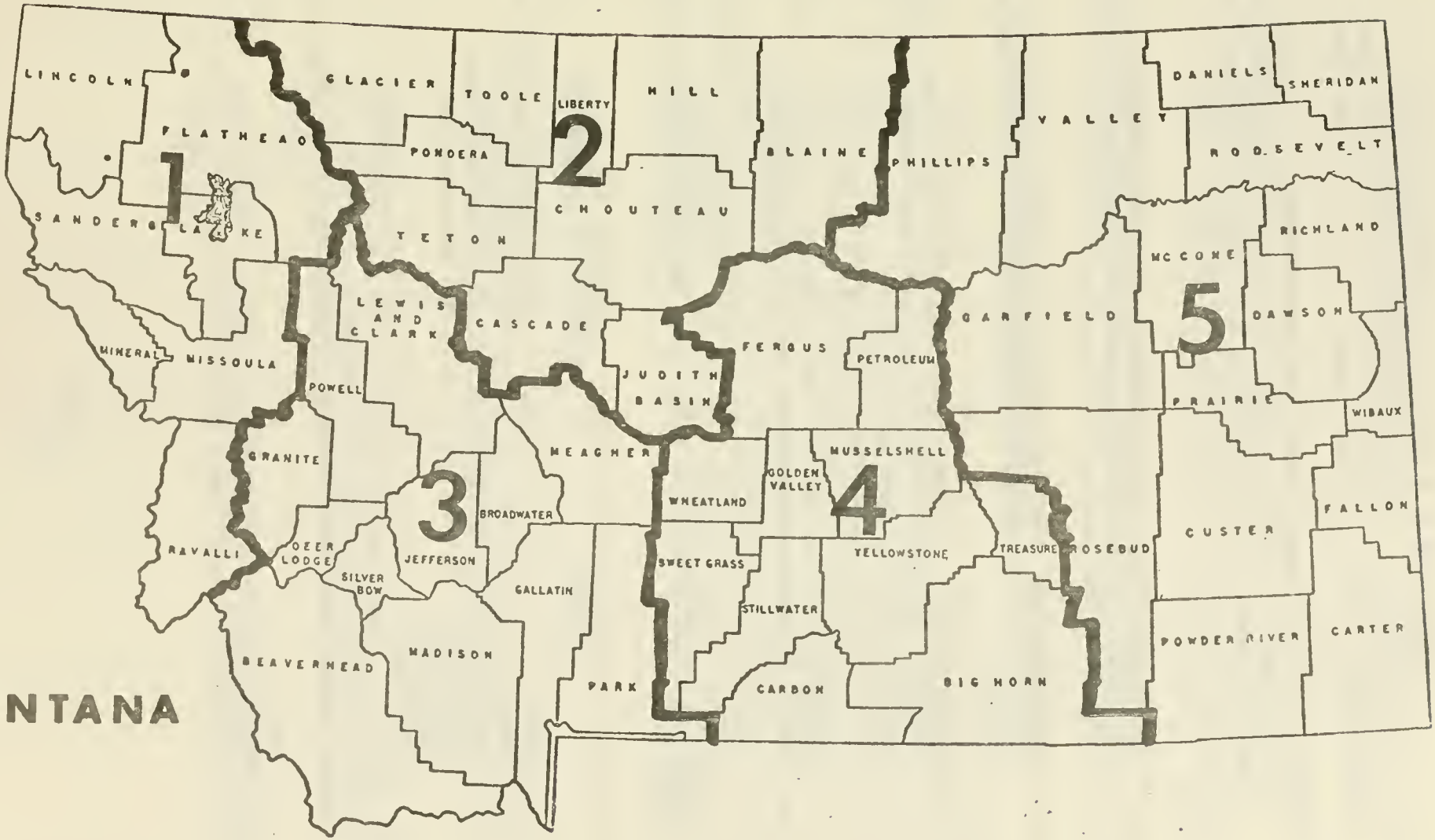
3. Take into consideration upgrading and expanding existing facilities prior to new development.

4. Advise on rehabilitation facility need based on population, geography, and disability factors.

5. Assist in development of a priority list for rehabilitation facilities.

6. Consider methods of implementation of final recommendations to solve current needs.

"THE FIVE STATE PLANNING REGIONS"



MONTANA

EXPLANATION OF ENTRY CODES FOR INVENTORY FORM

1. Enter name or number of planning area.

2. Enter the city or town, county, and name of workshop or facility listing all workshops or facilities in each city or town consecutively in alphabetical order. List out-of-state facilities and workshops separately.

3. Type of Facility:

   1. Rehabilitation Center--an organizationally autonomous and legally constituted entity providing a range of services in the field of rehabilitation.

   2. Rehabilitation Center (general hospital or university unit)--similar to #1 but represents a part or unit of a larger medical complex.

   3. Evaluation Unit--an organized program of services, usually physically separate, designed to identify the individual's assets and liabilities as they relate to vocational objectives. Such units may be found in state institutions, public schools, etc.

   4. Workshop--provides evaluative and therapeutic vocational services and/or remunerative employment to the severely disabled.

   5. Other--if this category is used, identify what type of facility it is.

4. Enter the sponsorship of the workshop or facility, using the following codes:

PUBLIC	NONPROFIT
1. City	6. Community nonprofit association
2. County	7. Church affiliated
3. State vocational rehabilitation agency	8. Other nonprofit
4. Other state	
5. Other public	

5. Enter interest which sponsor has in property, using the following codes:

   1. Own
   2. Rent or Lease
   3. Rent Free

6. List major disability groups being served. Include only those groups which comprise a significant proportion, at least 10 percent of the total caseload.

7. Services. Enter services provided in the facility or workshop using the following code:

   1. Medical evaluation - Services involving medical diagnostic procedures and consultative evaluations.

   2. Medical management - Services involving the progressive treatment and supervision of client medical problems as related in all program areas while in residence or attendance at the facility.

   3. Physical Therapy - Includes the general area of physical restoration services rendered by physical therapists.

   4. Occupational Therapy - Includes the application or use of any occupations for remedial purposes under the direction of occupational therapists.

   5. Speech and hearing services - Includes the services rendered by speech pathologists, audiologists, and related personnel.

   6. Psychological - Includes services related to the mind and mental functioning, particularly as demonstrated in behavior.

   7. Social Service - Includes the services rendered by a social worker, family counselors, and similar personnel working in the field of social adaptation.

   8. Vocational counseling - Includes the process of vocational guidance, selection, and follow-up.

   9. Vocational Evaluation - Services related to the determination of the adaptability of individuals to particular careers or lines of endeavor by behavioral observation through an organized process of job tryouts and sampling, either simulated or actual.

   10. Vocational Training - Includes services rendered in connection with the fitting of a client for gainful employment. Such work normally is performed by vocational instructors, occupational skill instructors, industrial arts instructors, and similar types of teachers.

   11. Job Placement - Services rendered in connection with providing jobs for clients, usually done by vocational counselors or placement specialists.

12. Workshop Employment

a. Transitional - workshop employment of a temporary duration where clients, after suitable work adjustment training and exposure, are expected to go on to the competitive fields.

b. Extended - workshop employment of an enduring or permanent duration under circumstances where there is little chance of the client moving to a competitive environment and where he must continue under sheltered and protective conditions.

c. Work Activities - Provision of therapeutic activities for handicapped workers whose physical or mental impairment is so severe as to make their productive capacities inconsequential.

13. Other - Any other service which is not covered by the above categories.

8-A through 8-D. In the following columns, differentiate between inpatient and outpatient statistics by underscoring inpatient statistics.

8-A. Enter the total number of clients who were served by the facility during last fiscal or calendar year.

8-B. Of the total number in 8-A, enter the number referred or sponsored by the state vocational rehabilitation agencies (regular and blind).

8-C. Enter the average number of clients being served daily by the facility or workshop.

8-D. Enter the percentage of utilization represented by the figure in 8-C compared with the total capacity of the facility.

State Workshops and Rehabilitation Facilities Plan
INVENTORY
Form I
RSA-11 (Revised)

DEPARTMENT OF HEALTH, EDUCATION AND WELFARE
Social and Rehabilitation Service
Rehabilitation Services Administration
Washington, D.C. 20201

Form Approved
Budget Bureau No.

State Agency MONTANA

REGION #1	Location		Name of Facility	Type of Facil.	Sponsorship of Program	Sponsors Interest in Property	Disability groups served	Services	No. of Clients Served Last Yr.	VR Referrals Last Year	Average Daily Caseload	Percentage of Utilization
	City or Town	County										
1	2a	2b	2c	3	4	5	6	7	8a	8b	8c	8d
	Missoula	Missoula	Opportunity Foundation Workshop	4	6,4	2,3	Mentally Retarded, Emotionally Disturbed, & Physically Handicapped	7,8,9,10, 11, 12c.	24	3	20	15%
	Missoula	Missoula	Missoula Crippled Children & Adults Rehabilitation Center	2	3,4, 6	1	All Disability Groups	1,2,3,4, 5,6,7,8, 9	1251	106	30	8%

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REGION #2	Location		Name of Facility	Type of Facil.	Sponsorship of Program	Sponsors Interest in Property	Disability groups served	Services	No. of Clients Served Last Yr.	VR Referrals Last Year	Average Daily Caseload	Percentage of Utilization
	City or Town	County										
1	2a	2b	2c	3	4	5	6	7	8a	8b	8c	8d
	Great Falls	Cascade	Great Falls Audiological Facility	5[1]	3,4, 5,6	3	Hearing Disabled	5	384	14	16	4%

1/ Strictly an audiological facility.

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REGION #3	Location		Name of Facility	Type of Facil.	Sponsorship of Program	Sponsors Interest in Property	Disability groups served	Services	No. of Clients Served Last Yr.	VR Referrals Last Year	Average Daily Caseload	Percentage of Utilization
	City or Town	County										
1	2a	2b	2c	3	4	5	6	7	8a	8b	8c	8d
	Helena	Lewis and Clark	Helena Industries	4	3,6	2	Mentally Retarded, Emotionally Disturbed, Physically Handicapped, and Behavioral Disorders	7,8,9, 10, 11, 12a & b	110	88	35	80%

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REGION #4	Location		Name of Facility	Type of Facil.	Sponsorship of Program	Sponsors Interest in Property	Disability groups served	Services	No. of Clients Served Last Yr.	VR Referrals Last Year	Average Daily Caseload	Percentage of Utilization
	City or Town	County										
1	2a	2b	2c	3	4	5	6	7	8a	8b	8c	8d
	Billings	Yellowstone	Billings Vocational Evaluation & Specialized Training Center	4	3,4, 5,6	2	Mentally Retarded, Emotionally Disturbed, Physically Handicapped and Behavioral Disorders	7,8,9, 10, 11, 12a & b	141	79	47	56%

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REGION #5	Location		Name of Facility	Type of Facil.	Sponsorship of Program	Sponsors Interest in Property	Disability groups served	Services	No. of Clients Served Last Yr.	VR Referrals Last Year	Average Daily Caseload	Percentage of Utilization
	City or Town	County										
1	2a	2b	2c	3	4	5	6	7	8a	8b	8c	8d
	Glendive	Dawson	Eastern Montana Audiological Facility	5[1]	3,4, 5,6	3	Hearing Disabled	5	195	1	4	.5%
	Miles City	Custer[2]	Eastern Montana Industries									

1/ Strictly an audiological facility

2/ Unable to collect data due to staff turnover

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State Agency MONTANA

REGION #1	Location		Name of Facility	Type of Facil.	Sponsorship of Program	Sponsors Interest in Property	Disability groups served	Services	No. of Clients Served Last Yr.	VR Referrals Last Year	Average Daily Caseload	Percentage of Utilization
	City or Town	County										
1	2a	2b	2c	3	4	5	6	7	8a	8b	8c	8d
	Hamilton	Ravalli	Hamilton Work Study Program	5[1]	3,4	3	Mentally Retarded	7,8,9, 10,11	7	7	6	100%
	Charlo	Lake	Charlo Work Study Program	5[2]	3,4	3	Mentally Retarded	7,8,9, 10,11	7	7	7	100%
	Kalispell	Flathead	Kalispell Work Study Program	5[3]	3,4	3	Mentally Retarded	7,8,9, 10,11	40	40	31	100%
	Missoula	Missoula	Missoula Work Study Program	5[4]	3,4	3	Mentally Retarded	7,8,9, 10,11	41	41	30	100%

[1]Cooperative vocational rehabilitation and secondary special education program.

[2]Ibid. [3]Ibid. [4]Ibid.

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REGION #1 (Cont'd.)	Location		Name of Facility	Type of Facil.	Sponsorship of Program	Sponsors Interest in Property	Disability groups served	Services	No. of Clients Served Last Yr.	VR Referrals Last Year	Average Daily Caseload	Percentage of Utilization
	City or Town	County										
1	2a	2b	2c	3	4	5	6	7	8a	8b	8c	8d
	Polson	Lake	Polson Work Study Program	5[5]	3,4	3	Mentally Retarded	7,8,9, 10,11	17	17	12	100%
	Ronan	Lake	Ronan Work Study Program	5[6]	3,4	3	Mentally Retarded	7,8,9, 10,11	4	4	4	100%
	St. Ignatius	Lake	St.Ignatius Work Study Program	5[7]	3,4	3	Mentally Retarded	7,8,9, 10,11	6	6	6	100%
	Whitefish	Flathead	Whitefish Work Study Program	5[8]	3,4	3	Mentally Retarded	7,8,9, 10,11	14	14	11	100%

[5] Ibid. [6] Ibid. [7] Ibid. [8] Ibid.

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REGION #2	Location		Name of Facility	Type of Facil.	Sponsorship of Program	Sponsors Interest in Property	Disability groups served	Services	No. of Clients Served Last Yr.	VR Referrals Last Year	Average Daily Caseload	Percentage of Utilization
	City or Town	County										
1	2a	2b	2c	3	4	5	6	7	8a	8b	8c	8d
	Great Falls	Cascade	Great Falls Work Study Program	5[1]	3,4	3	Mentally Retarded	7,8,9, 10,11	40	40	20	100%
	Lewistown	Fergus	Lewistown Work Study Program	5[2]	3,4	3	Mentally Retarded	7,8,9, 10,11	8	8	7	100%

[1]Cooperative vocational rehabilitation and secondary special education program.

[2]Ibid.

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REGION #3	Location		Name of Facility	Type of Facil.	Sponsorship of Program	Sponsors Interest in Property	Disability groups served	Services	No. of Clients Served Last Yr.	VR Referrals Last Year	Average Daily Caseload	Percentage of Utilization
	City or Town	County										
1	2a	2b	2c	3	4	5	6	7	8a	8b	8c	8d
	Anaconda	Deer Lodge	Anaconda Work Study Program	5[1]	3,4	3	Mentally Retarded	7,8,9, 10,11	23	23	10	100%
	Butte	Silver Bow	Butte Work Study Program	5[2]	3,4	3	Mentally Retarded	7,8,9, 10,11	44	44	35	100%
	Deer Lodge	Powell	Deer Lodge Work Study Program	5[3]	3,4	3	Mentally Retarded	7,8,9, 10,11	9	9	7	100%
	Helena	Lewis & Clark	Helena Work Study Program	5[4]	3,4	3	Mentally Retarded	7,8,9, 10,11	23	23	19	100%

[1]Cooperative vocational rehabilitation and secondary special education program.

[2]Ibid. [3]Ibid. [4]Ibid.

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REGION #4	Location		Name of Facility	Type of Facil.	Sponsorship of Program	Sponsors Interest in Property	Disability groups served	Services	No. of Clients Served Last Yr.	VR Referrals Last Year	Average Daily Caseload	Percentage of Utilization
	City or Town	County										
1	2a	2b	2c	3	4	5	6	7	8a	8b	8c	8d
	Billings	Yellowstone	Billings Work Study Program	5[1]	3,4	3	Mentally Retarded	7,8,9, 10,11	95	95	77	100%
	Bozeman	Gallatin	Bozeman Work Study Program	5[2]	3,4	3	Mentally Retarded	7,8,9, 10,11	12	12	11	100%
	Hardin	Big Horn	Hardin Work Study Program	5[3]	3,4	3	Mentally Retarded	7,8,9, 10,11	7	7	7	100%
	Laurel	Yellowstone	Laurel Work Study Program	5[4]	3,4	3	Mentally Retarded	7,8,9, 10,11	22	22	19	100%
	Livingston	Park	Livingston Work Study Program	5[5]	3,4	3	Mentally Retarded	7,8,9, 10,11	9	9	7	100%

[1]Cooperative vocational rehabilitation and secondary special education program.

[2]Ibid. [3]Ibid. [4]Ibid. [5]Ibid.

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REGION #5	Location		Name of Facility	Type of Facil.	Sponsorship of Program	Sponsors Interest in Property	Disability groups served	Services	No. of Clients Served Last Yr.	VR Referrals Last Year	Average Daily Caseload	Percentage of Utilization
	City or Town	County										
1	2a	2b	2c	3	4	5	6	7	8a	8b	8c	8d
	Glasgow	Valley	Glasgow Work Study Program	5[1]	3,4	3	Mentally Retarded	7,8,9, 10,11	15	15	8	100%
	Glen-dive	Dawson	Glendive Work Study Program	5[2]	3,4	3	Mentally Retarded	7,8,9, 10,11	18	18	14	100%
	Harlem	Blaine	Harlem Work Study Program	5[3]	3,4	3	Mentally Retarded	7,8,9, 10,11	16	16	16	100%
	Havre	Hill	Havre Work Study Program	5[4]	3,4	3	Mentally Retarded	7,8,9, 10,11	13	13	9	100%

[1]Cooperative vocational rehabilitation and secondary special education program.

[2]Ibid. [3]Ibid. [4]Ibid.

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Budget Bureau No.

State Agency MONTANA

REGION #5 (Cont'd)	Location		Name of Facility	Type of Facil.	Sponsorship of Program	Sponsors Interest in Property	Disability groups served	Services	No. of Clients Served Last Yr.	VR Referrals Last Year	Average Daily Caseload	Percentage of Utilization
	City or Town	County										
1	2a	2b	2c	3	4	5	6	7	8a	8b	8c	8d
	Miles City	Custer	Miles City Work Study Program	5[5]	3,4	3	Mentally Retarded	7,8,9, 10,11	14	14	12	100%
	Pine Hills	Custer	Pine Hills Work Study Program	5[6]	3,4	3	Mentally Retarded	7,8,9, 10,11	90	90	30	100%

[5]Cooperative vocational rehabilitation and secondary special education program.

[6]Ibid.

Eastern Montana Audiological Facility

900 N. Merrill Avenue
Glendive, Montana 59330

Great Falls Audiological Facility

Easter Seal Rehabilitation Center
4400 Central Avenue
Great Falls, Montana 59401

A statewide community-based hearing conservation program depends upon the cooperative efforts of many individuals (classroom teacher, school health personnel, parents, other guardians, family, otologist, physician, speech therapist, audiologist) and human resource agencies. Thus in Montana have agencies and concerns such as the Department of Health and Environmental Sciences, the Department of Public Instruction, Community Action, the Department of Social and Rehabilitation Services (Rehabilitative Services Division, Youth Development Bureau), Easter Seal, and the University of Montana, planned and worked together to initiate the prevention, identification, diagnosis, treatment, and educational follow-up and rehabilitation of hearing disabled individuals statewide. The agencies have cooperatively provided the equipment, facilities, staff (one audiologist and one clerk-typist) and consultation as well as supervision, with the understanding that each participating agency serving a clientele will be provided audiological services at an agreed-upon percentage of time.

Two of the facilities in this hearing conservation program were initiated in 1972 to:

1. Design, direct and supervise an identification and screening program for individuals of all ages.

2. Evaluate hearing impairment of those individuals failing to meet hearing screening criteria, and report results and recommendations.

3. Refer individuals with identified hearing losses together with evaluation results and recommendations to medical specialists when appropriate.

4. Counsel with the individuals, with parents and appropriate others regarding the results and implications of each individual's hearing loss.

5. Prescribe and direct appropriate educational follow-up.

6. Direct an educational program designed to prevent hearing loss.

The Great Falls facility is housed at the Easter Seal Center, while the Eastern Montana Audiological Facility is situated in the Dawson County High School in Glendive. Both audiologists are quite mobile, especially so as to cover the school systems within their respective regions. To provide the most service to these two regions, both audiologists have trained volunteers and public health nurses to do initial screenings.

To date, during the five to seven months both facilities have existed, the following records have been achieved:

Great Falls (Region #2):

8700 initial screenings have been done. Of those 8700 initial screenings, 2080 individuals were reevaluated. A total of 384 new individuals were evaluated for Easter Seal, the Rehabilitative Services Division, the Deaf and Blind School, and the remainder of Region #2. 146 referrals to physicians have been made, with follow-up on each referral.

Glendive (Region #5):

7301 initial screenings have been done. Of those 7301 initial screenings, 2143 individuals were reevaluated. 216 individuals were referred

to physicians for treatment. For all these medical referrals, post-medical evaluations and follow-up treatment are arranged for when necessary.

Billings Vocational Evaluation and Specialized Training Center/Sheltered Workshop

3116 First Avenue North
Billings, Montana 59102

The Billings Vocational Evaluation and Specialized Training Center/Sheltered Workshop was established through cooperative funding of the Rehabilitative Services Division, Vocational Education, and monies raised by the Board of Directors of the Billings Sheltered Workshop. Administratively, the Center is under the supervision of School District #2. School District #2 fiscally administers operating expenses other than "business functions" dealing with manufacturing and sale of products. Billings Sheltered Workshop, Inc. is the legal, responsible body for conducting business transactions and the payment of client wages. This Board of Directors have recently reorganized to become a very functional and efficient administrative body.

This cooperative project is administered by one Director and twelve other staff consisting of: Workshop Training Supervisor, two Department Supervisors, Work Procurement Specialist, Training Supervisor, Personal Adjustment Counselor, Work Skills Instructor, Chief Evaluator, Assistant Work Evaluator, Work Activity Center Supervisor, Bookkeeper, and Secretary.

Program and Progress Reports

The objectives of this program are to develop the occupational and personal-social potential of each client to his utmost capabilities. It is designed to fill the gap between the various special education programs, vocational technical programs, and various Manpower programs. Clients of

all disability groups, including the economically and other disadvantaged, are being served with referrals coming from a number of sources from all over the state.

The specific program services now being offered include: Work Evaluation, Work Adjustment Training (including Personal Adjustment), a Job Readiness Clinic (including Job Development and Follow-up), Sheltered Employment, and Work Activities (Work Activity Center).

Work Evaluation is a diagnostic service designed to assess a person's work potential and work-related behavior. This Center is physically separated from the rest of the Workshop. The core of testing apparatus includes the full battery of job samples from the Singer/Graflex Job Sample System and the JEVS Job Sample System. Also, numerous other standardized psychometric tests are used. Clients are referred for this service from many services, specially Rehabilitative Services Division, Billings Schools, Industrial Accident, Division of Visual Services, Vo Tech., some Manpower programs, and Title 45. One hundred fifty-six clients will have participated in the Work Evaluation program during fiscal year 1973.

Work Adjustment Training is designed to provide the client with real and simulated work measures. The emphasis is not upon trade training as such but rather upon the work ethic itself. Isolated factors of work behavior are dealt with: motivation, use of tools and machines, exposure to different media and materials, and processes, etc. Included in Work Adjustment Training is the area of Personal Adjustment. Here, the client is exposed to those things which he must know in order to maintain himself on a job. He learns about the world of work through various media such as: films, field trips, outside speakers, etc. He also learns about appropriate

personal hygiene and self care. He is exposed to money management and consumer buying. Ninety individual clients are expected to participate in Work Adjustment during fiscal year 1974. Clients are referred for this service primarily from Rehabilitative Services Division and Billings School District.

The Job Readiness Clinic is designed to teach specific job-seeking skills to those individuals found to be job ready and who possess marketable skills. Subject areas include: resumes, letters of application, application forms, interviewing techniques, methods of job seeking, role playing, importance of fringe benefits, job analysis, etc. Forty-five people were processed through the Job Readiness Clinic during July 1, 1972 through May 1, 1973. Twenty-one people were successfully employed (90 days or longer). Referrals are made through Rehabilitative Services Division, Industrial Accident, and Billings School District.

Those individuals not measuring up to employment standards stay on with the Workshop in extended employment. Contracts in the Workshop include pallettes, mobile home steps, road barricades, silk screening, telephone housings, book binding, mailings and car detailing.

For those individuals too severely handicapped, the Center has established a Work Activity Center. Currently, twelve people are active in this area.

Other than a waiting list problem, this facility has offered more than adequate services to the Rehabilitative Services Division.

Butte Sheltered Workshop

207 South Montana Street
Butte, Montana 59701

The Butte Sheltered Workshop is a nonprofit corporation developed to provide comprehensive rehabilitation services for all types and degrees of disabilities. The staff consists of a Director, Vocational Evaluator, Placement-Social Counselor, Contract Procurement Specialist, Secretary-Office Manager, three Production Supervisors, and a Home Economics Instructor.

Program and Progress Reports

The existing program of services offered by the Workshop consists of the following: Vocational Evaluation, Work Adjustment Training, Placement and Follow-Up, Sheltered Employment, and Food Service Training.

The purposes of the evaluation phase of the Workshop are as follows:

1. To assess the client's functioning.
2. To assess his potential functioning.
3. To determine if potential functioning, when obtained, will be adequate for employment.
4. To determine the remediation procedures that will enable the client to move toward his potential functioning.
5. To determine from the aptitude patterning the type of employment for which the client is best suited.

Various methods are used in the evaluation process, such as work samples (available via the Singer Graflex), psychometric tests, interviews, and actual work tryouts, both within the agency and also on outside job slots.

The work adjustment phase of the program has been developed to serve those individuals who because of the limitations of their disabilities are unable to benefit from further academic or vocational technical training. The emphasis in the training program is not on preparing trainees for positions as carpenters, clerks, electricians, bricklayers, or other specific jobs. Rather it is on remediation to improve deficient performances in three major areas: general work skills, job-related skills, and social-emotional stability. One training method that is used is subcontracting--that is, learning by doing--to improve deficient performances. Packaging and assembly operations involve many elementary skills such as weighing, counting, stapling, painting, stenciling, gluing, folding, tying, punching, stacking, perforating, loading and unloading, and using common tools such as hammers, screwdrivers, pliers and funnels. Training tasks which are a part of the Workshop program, though not directly involved in the contract work, include sweeping, mopping floors, washing windows, setting and cleaning tables, and dishwashing. Another method of training for employment is contract work, which is also used in extended employment. This consists of the manufacturing of products from raw materials. Examples of this type of work are pallet making, ore sample bags made of canvas, ceramic and plastic articles such as ash trays, wall plaques and candy dishes, wax candles, and various other arts and crafts articles.

A special food service training program provides training activities in food service work for developmentally disabled men and women. The training will be complemented by instruction in personal care skills and independent living skills to assist the client's move toward total independence when placed on a job site. The training program provides a real

work experience for each trainee. This will be accomplished through the instruction of a home economics teacher, utilizing commercial restaurant equipment within the facility for the purpose of preparing food products and performing the related tasks necessary to become proficient in food service work.

Outside placement of clients that have successfully completed training is accomplished by the workshop placement man. This past year 28 clients have been placed. Follow-up is also done with each client that leaves this facility. The length of time of this service depends on the needs of the individual. Placement not only refers to outside employment but also to the placement of a client in the workshop itself. This could mean a status as a sheltered employee or as a work activities client.

There is also counseling available for all clients regardless of what phase of the program they are in.

It is obvious that the largest phase of the program is that of the extended workshop. This is also the most costly part, because generally the clients served in this program are not covered by other referring agencies.

All clients spend the initial month in vocational evaluation. Their stay after the evaluation is completed is based on the results of the evaluation. A client can be placed in work adjustment for a period of one to twelve months. There are usually from twelve to fifteen clients per month in the work adjustment phase. There is no time limit on the length of time spent in the work activities area. Generally, twenty people per month participate in the work activities center. Many clients have been in this phase of the program for several years.

Living accommodations for clients from the Butte area will be their responsibility. The Workshop, with the cooperation of Aftercare and Rehabilitative Services Division, will arrange for housing for clients coming to the Workshop from outside the Butte area.

Eastern Montana Industries

Custer County Fairgrounds
Miles City, Montana 59301

This private, nonprofit work activities center in its first year's existence has offered vocational evaluation, work adjustment training, limited occupational skill training in modest amounts under the guidance of a two-man staff consisting of a Director and a Shop Supervisor.

Real work projects during the year have included making paper weights, concrete flower pots, and boot jacks; the folding and stacking of shop towels; the cleaning and repairing of furniture; the disassembling of old electric meters.

The therapeutic projects have included the polishing of agates. This particular phase of the program is expected to expand and improve next year with the hiring of a staff member who will be responsible only for arts and crafts.

In addition to the available formal program, recreational, social and physical education activities have been available evenings and weekends through the efforts of volunteers.

A unique twist to the total Eastern Montana Industries program has been the inclusion in it of a secondary Special Education class, with the incorporation of workshop program components in their curriculum. This program aspect will be further developed the coming year.

Also to be further developed will be the expansion of the Miles City program to Malta which will be known as a satellite to Eastern Montana Industries, so as to provide more adequate services to Region #5 clientele.

Referral sources have included the Rehabilitative Services Division,

the County Welfare System, the Public Health personnel, the mental health centers in Region #5, the Miles City Public Schools, and others.

Helena Industries

1325 Helena Avenue
Helena, Montana

This rehabilitation work facility, a designated Model Cities project, is governed by a private, nonprofit organization known as Helena Industries, Inc. Facility staff include: Executive Director, Production Manager, Vocational Evaluator, Rehabilitation Supervisor, Operations Supervisor, Placement Specialist, Assistant Evaluator, Foreman, Lead Man, Secretary-Receptionist, and Bookkeeper.

Program and Progress Reports

The current program of services at Helena Industries includes Intake, Vocational Evaluation, Training, Placement, Extended Employment, and Independent Living Skill Training.

The intake process generally consists of gathering and renewing background data on the potential client (making up the file), interviewing the client and sometimes their parents or spouse, locating housing, and scheduling and planning for the client's entry to the program.

Vocational evaluation service is provided for all clients entering the program. Evaluation is directed at determining the client's level of skill, potential to acquire more skills, his interests, work behaviors, etc. Interest tests, psychometric testing, work sample testing, real work activities, and on-the-job evaluations are utilized.

The primary training offered is that of work adjustment training and limited occupational skill training. The training is directed at improving, resolving, modifying, or circumventing problems which were

evidenced during the evaluation period. The training is preparation for further formal training in the community, for competitive work or for sheltered employment. The training consists of work on specific problems which have been diagnosed. Again, real work and on-the-job training, along with counseling, are used. Behavior modification techniques are often used.

Placement services are available to those clients who have demonstrated competitive skills. The placement usually consists of preparation for job seeking, how to fill out application forms, what resources are available to one seeking a job, how to explain one's skills, etc. In addition, direct assistance is given to clients in securing a job.

Employment as a sheltered worker is available to those clients who are not ready for immediate placement on a competitive job. In order to be considered for employment at Helena Industries, the client must have demonstrated that he can (1) produce at least at 25 percent of normal production, (2) perform a great enough variety of tasks so that he can work at least 70 percent of the work week, (3) conduct himself in such a manner that he does not substantially interfere with the production of others, and (4) work relatively continuously without needing an excessive amount of supervisory time.

It is expected that the majority of clients in extended employment will move on to a competitive job sometime in the future.

Experience is provided sheltered workers on the following types of jobs: mailings, survey stakes, warehouse pallettes, cutting boards, picture frames, miner's wedges, trailer steps, hubs, and lathe.

Helena Industries has established two group homes for boys, designed to teach independent living skills. Each home will accommodate seven boys

at one time with the intent of providing them with experience and information relative to living independently. The homes are supervised by Live-In Counselors, who are responsible for structuring the activities of the clients in terms of food preparation, laundry, house cleaning, yard work, and social and recreational activities.

During the past ten months, 92 handicapped individuals received services through Helena Industries programs with 74, or 80 percent, of these being Rehabilitative Services Division clients. At present, 41 clients are active in the program. Of the 51 that have been terminated during the year, 11, or 22 percent, were placed in competitive employment; 12, or 23.5 percent, were referred for advanced training programs and other services not available at the workshop; 3 were terminated as unfeasible at the time for vocational services; 13 were terminated for other reasons (married, left town, deceased, dropped out, etc.); and 12 were referred for services elsewhere (medical, psychological, other workshops, etc.).

For the next project year Helena Industries is planning on maintaining their capacity to work with about 42 clients at one time and to serve an average of about 40 clients per month throughout the year. With normal turnover they are anticipating working with approximately 120 clients during the year. It is anticipated that 85 percent of these will be Rehabilitative Services Division clients.

Missoula Crippled Children and Adults Rehabilitation Center

2829 Fort Missoula Road
Missoula, Montana 59801

This rehabilitation center, located in a new building constructed with Hill-Burton funds, is governed by the Missoula Crippled Children's Association, Inc. and a Board of Directors elected specifically for the rehabilitation center. The center also has a partnership relation with the New Community Hospital which is constructed directly adjacent to the center with a connecting corridor to the center. The center is allowed ten beds in the hospital for use by inpatient center clients. Staffing includes a Medical Director, Center Director, Physical Therapist, Physical Therapist Aide, Occupational Therapist, Speech and Hearing Therapist, and a Bookkeeper-Receptionist. A parttime Clinical Psychologist has been added to the staff for counseling and psychological testing.

Program and Progress Reports

The current program of services for evaluation and treatment at the center includes Physical Therapy, Occupational Therapy, Speech Therapy, Prosthetic Appliances and Braces, and Medical, Social and Vocational Services on an inpatient and outpatient basis. Special service programs include an Amputee Clinic, a Crippled Children's Clinic, a Pre-vocational Evaluation Program, and Evaluation of Stroke Victims.

Each month amputees from throughout Montana and surrounding areas come to the center. Some are longtime amputees who have been fitted with a prosthetic device and returned for new fittings and reexamination.

Others are amputees who did not learn to use their prostheses and come for training. Many are new amputees awaiting their first prosthetic device. The clinic team consists of an orthopedic surgeon, physical and occupational therapists, and prosthetists from all prosthetic appliance shops in the state. Insurance carriers, workmen's compensation personnel, vocational rehabilitation counselors, interested physicians, and therapists are on hand to serve the amputees.

The entire task of the clinic is to make certain each amputee receives the proper prosthetic device and adequate training in its use. Gait training, manual dexterity training, and physical restoration are offered at the center in conjunction with the clinic.

Should the amputee desire, arrangements for board and room in the new extended care facility are made by the center. Transportation is provided by the center if needed.

A follow-up is scheduled for the amputee to make sure that he is using his prosthesis correctly and efficiently. Clinic reports are sent to the referring physicians or agencies.

Children referred from physicians, the Child Development Center, and other agencies are examined, treated and followed up.

The pre-vocational evaluation program is an extension of the Occupational Therapy Department, and is designed to evaluate the physical strength, coordination and dexterity of injured and handicapped individuals, with the goal of retraining or reemployment.

The program for evaluation of stroke victims consists of a physical therapy evaluation to ascertain physical abilities. An occupational therapist administers a dexterity test, balance check, and an ADLL (Aid to

Daily Living) check. A speech and hearing evaluation is also administered. Then a treatment is planned around the above information. A comprehensive audiological program component is planned for next year.

If the client desires, the center makes arrangements for residential services for out-of-town outpatient clients at a local motel and restaurant; otherwise, arrangements are made at the new extended care and nursing facility adjacent to the center. When needed, a small bus is used to transport clients to and from the center.

This facility has continued to expand and grow. There were 7,041 treatments administered; 5,998 to clients in the Missoula area, and 1,043 to clients from surrounding areas. Treatments were given to 1,319 hospital patients.

Opportunity Foundation Workshop

Missoula County Fairgrounds
Missoula, Montana 59801

The Opportunity Foundation Workshop is a nonprofit corporation that is viewed by the Rehabilitative Services Division to be a work activities center as it principally offers a therapeutically oriented program rather than one that is production-oriented. However, for the approximately 18 people regularly enrolled at the facility, real work projects are available. These real work projects include the production of survey stakes, the recycling of telephones, mailing, the disassembling of pipes, wire stripping, gluing curios, and the production of metal supports for tables. Therapeutically oriented projects include ceramics, weaving, candlemaking, and sewing.

Counseling is available to all clients, while work adjustment training, job readiness, and vocational evaluation are available to those individuals displaying a vocational potential.

Staff implementing this program include the Director, three Supervisors, a Work Evaluator, and a Secretary.

Each year the facility must completely move out of its free-of-charge quarters at the fairgrounds for two and a half months to allow for the normal activities of the county fair. During that period of time it is housed at the Vocational Technical Center. To avoid this annual disruption, the facility has applied for and will receive five acres of surplus government property as an initial step to planning for a permanent future facility.

WORK STUDY PROGRAM

The Rehabilitative Services Division (RSD) cooperates with the Special Education and Special Needs (Vocational Education) authority within the state to provide the vocational flavor or work study for Special Education classes.

Work Study programs in Montana are joint working agreements between the RSD and the local school district. They provide an opportunity for students of secondary Special Education classes to take advantage of services offered by the RSD. These services include physical restoration, training, purchase of equipment, and job placement.

An agreement is signed and renewed on a year-to-year basis between RSD and the local school district. No money ever actually changes hands, but the school district agrees to designate one of its staff personnel (a secondary Special Education teacher) to work part-time for the Work Study program. The amount of time is determined by the school district and usually depends on the size of the community and the size of the secondary Special Education classes. The RSD then matches the percentage of this staff person's salary that he works for the Work Study program, creating a case service budget for the Work Study program.

The Work Study counselor spends that percentage of his time (as referred to above) each day in developing job situations in the community, placing students on jobs, and giving close follow-up of those placed to see that there are no problems. The idea is to expose the student to as many different types of work situations as possible and prepare him to enter the world of work upon graduation from school.

The actual workings of the training portion of this program is

usually governed by the city in which the students reside and the job potential in that community. A student begins training only after he has been taught some of the basic work habits and attitudes in the pre-vocational curricula of the classroom.

During the past fiscal year, such involvement was maintained in 25 secondary Special Education classes, with 420 students receiving such services. Such vocational and pre-vocational involvement by RSD is also available for individual students requiring such but who do not have formal secondary Special Education available to them, usually because of the small size of the town.

This Work Study program as it now exists, does not cover enough of the state, nor is it large enough in some of the schools in the larger Montana cities.

IDENTIFICATION OF REHABILITATION SERVICE DEFICIENCIES

As recommended in the Statewide Planning effort for facilities, the Montana Rehabilitative Services Division's Special Projects Bureau continues to adhere to the base-satellite concept of facility development for Montana. This remains the most effective and logical scheme for so large a geographic area with so sparse a population. The need for maintaining such a concept implies the need to educate community target groups (those interested in establishing rehabilitation facilities) in its implementation. Even though these communities seem to be aware of this concept of facility development for Montana, rehabilitation work facilities still do arise whether or not the Rehabilitative Services Division can utilize and will purchase their services. The unfortunate part of that situation is that the Rehabilitative Services Division is invariably approached for a commitment to purchase the most services and also provide grant support whenever it is needed. Such demands are not reasonable.

Rehabilitation facilities experienced considerable inner growth, and it is anticipated they will continue to do so. However, growth pains are still an obvious reality with these facilities. Such growth pains are evidenced in the following ways. Financial instability is prominent with all the rehabilitation facilities. This type of instability becomes more prominent when grants expire and a facility is left with heavy staffing acquired during peak granting periods. Purchasers of service other than the Rehabilitative Services Division must be encouraged to utilize these rehabilitation facilities so as to diminish complete dependence on the

Rehabilitative Services Division. Another growth pain has been experienced by the rehabilitation work facilities in their difficulty in obtaining real work. A better two-way communication is needed between the facilities and Rehabilitative Services Division staff. In some cases, Rehabilitative Services Division staff still must be sold on the benefits of in-state rehabilitation facilities and the necessity to effectively utilize such so that their existence is continued and promoted. Satisfaction with services purchased from the smaller facilities will have to be worked on.

Group homes, i.e., the residences for the rehabilitation facilities, are needed at the major facilities. The two residences for Helena Industries and the Mountain View Extended Care Facility adjacent to the Missoula Crippled Children and Adults Rehabilitation Center are the only examples of this in Montana. The establishment of these residences will continue to be encouraged.

During the past fiscal year, the Rehabilitative Services Division continued its project on the Northern Cheyenne Reservation and its special service delivery system to rural and urban Public Assistance recipients. These remain to be only meager beginnings and do not pretend to meet the needs of both these minority groups, i.e., the Indian and the Public Assistance recipient. Similar programs are a possibility for the future. In the future, these 4a monies will be spread statewide to the district offices rather than into just one area of the state. However, for success to be attained with such programs a change in attitude is needed to one of more toleration for the problematic situations that arise with these caseloads and a flexibility and ingenuity in solving such problems.

PRIORITIES

The Rehabilitative Services Division's Special Projects Bureau continues to receive many requests for federal funds to establish or expand rehabilitation facilities. Few of these requests have been granted because of the unavailability of both state and federal funds that can be used for these purposes. The concerns in making a judgment on such requests are the need for what is requested and the needs of already existing programs. In other words, a selective decision is called for that will promote the quality of the already existing facilities.

A priority regarding Montana's rehabilitation facilities is the strengthening and expansion of current programs and facilities to a level at which competition from new but similar programs and facilities will not be devastating. Such current programs and facilities that fall into this priority category are:

1. The presently existing rehabilitation work facilities.
2. The one existing comprehensive rehabilitation center in Missoula.
3. The joint program ventures with other agencies, especially those serving the developmentally disabled, the public offender (both youth and adults), the Public Assistance recipient, and the American Indian.

Two ways of implementing those priorities will be the anticipated adoption of the ANSI Standards by the Montana Building Code this coming fiscal year, and compliance by rehabilitation facilities with the standards that will be set by the Rehabilitative Services Division as a prerequisite

to that agency purchasing any services from such facilities.

In addition, the Rehabilitative Services Division will maintain close relationships with all planning and funding agencies so that cooperative projects and joint funding can continue to be implemented to increase services to all disabled individuals in Montana.

CONTINUING ACTIVITY

The Montana Rehabilitative Services Division will annually submit an addendum and modification of the State Plan for rehabilitation facilities and workshops reflecting both quantitative data and narrative statements substantiating changes that have occurred since the writing of the previous addendum. When appropriate, future addenda will reflect the following:

1. Advisory Council matters.
2. Planning relationships with other agencies.
3. Changes in the state planning regions.
4. Inventory of facilities established since the previous year's addendum.
5. Narrative of each such new facility.
6. Identification of rehabilitation service deficiencies.
7. Identification of priorities in the establishment and expansion of rehabilitation facilities.

The goal of rehabilitation facility planning continues to be the development and expansion of such facilities and programs in Montana that will provide the most and best rehabilitative services to the greatest number of handicapped.

With the legislature meeting every year, the Rehabilitative Services Division will be concerned with the provision of more of its input at that level.